



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

CHILD ABUSE PREVENTION PROGRAM ADVISORY COMMITTEE (CAPPAC)

Chairperson: TBD

Committee Members:

Lisa Bellows
LaTasha DeLoach
Nancy Wells

ICAPP Administrators:

Liz Cox
Abby Patterson

DHS Liaison:

Lisa Bender

Meeting Notice

The Child Abuse Prevention Program Advisory Committee (CAPPAC), of the Council on Human Services, held a meeting **Thursday, Nov. 10, 2016** from **9am-12:00pm**

Hoover State Office Building, Room 5 SW

1305 E Walnut Street
Des Moines, IA 50319-0114

Meeting Agenda

Call to Order, Welcome & Introductions

- **Members Present:** Bellows, DeLoach, Wells
- **Members Absent:** None
- **ICAPP Administrators Present:** Patterson
- **DHS Staff Present:** Bender

Approval of Minutes

- Brief recap of last CAPPAC meeting and approval of minutes from 6/3/16

Program Updates

- **Annual evaluation highlights** – Patterson provided members with a presentation on the SFY 2016 evaluation report and findings. It was noted that this was the first year that Home Visitation (HV) programs were isolated out as their own category. It was also noted that administrators were somewhat surprised that the HV evaluation results were not showing significant positive growth on the Protective Factors Survey. Patterson noted that HV programs are typically either PAT (Parents as Teachers) or HFA (Healthy Families America). Patterson stated she would ask evaluators to look at the programs separately to see if the trend was relevant to all HV

programs, or if there were any noticeable disparities in PFS outcomes between the two.

- **Protective Factor Survey (PFS) updates** – Bender noted that the PFS is now more than 10 years old and that researchers with KU and FRIENDS National Resource Center have been working on a new version of the survey for a few years. It was noted that a pilot version is anticipated to be ready for use in January 2017. Bender noted that this was shared at regional meetings with grantees and that many are interested in piloting the new version of the tool.
- **DAISEY transition** – Bender noted that DHS has been in conversations with IDPH about the use the Family Support Statewide Database (FSSD) for ICAPP beginning in SFY 2018. It was noted a large portion of ICAPP grantees also receive funding through Early Childhood Iowa (ECI) and are, therefore, already using the current FSSD, DAISEY (Data Application and Integration Solutions for the Early Years). There will be more information to come on this in the next few months.

Review of CAPPAC Applicants

- **Review of applicants** – CAPPAC members reviewed the six complete applications received by the due date. Bender noted that one application that came in via email included a blank application. Bender noted that she emailed that applicant to request she resubmit the application so it can be considered.
- **Recommendations on appointments** – It was determined that, given the six applicants remaining, the CAPPAC was in agreement with referring four to the Council on Human Services for appointments. Bender will forward the outstanding application to members, should it come in, to see if that application changes the CAPPAC's decision on the nominees. Bender will present final nominees to the Council on Human Services at the Dec. 14th meeting.
- **Charter document** – Bender noted that there are currently no formal rules for the CAPPAC, but that it was recommended she draft a charter to present to the Council on Human Services. Bender asked for committee feedback on things they would like to see in the charter. Some of the following suggestions were made:
 - Maintain a membership of 6-8 – membership was previously in code as 5 members, but that did not leave much flexibility if a membership was vacant and/or others were unable to attend.
 - Allow for two consecutive terms – the Council on Human Services did recommend three-year terms. However, it was noted that three years

felt like a short timeframe when the group only meets quarterly. It seems that just as members are really beginning to understand the program, their term is up and then program staff are recruiting annually.

- Bender will draft a Charter document and send out to members for review.

Closed Session – Patterson recused herself from the rest of the meeting

- **Program survey results** – Bender noted to the group that a survey of ICAPP and CBCAP grantees was sent out in October to gain their thoughts and opinions of whether the funds should all be combined into the child abuse prevention fund. Grantees were also asked about their satisfaction with the current administrator and asked for feedback on what they needed from an administrator. Bender stated that the results have not yet been made public, as the administrative contract is up for bid for SFY 2018, but she shared preliminary results.
- **Administrative procurement** – Bender briefly updated the CAPPAC on the status of the procurement for ICAPP Administration for SFY 2018. Bender noted that DHS intends to release an RFP in early 2017. It was noted that this will be issued publically and that CAPPAC members will receive notice when that occurs.

Wrap-up & Schedule Next Meeting

- The next meeting will likely be an orientation for new members. Bender will send out a poll following the confirmation of nominees in Dec.

This meeting is accessible to persons with disabilities. If you have special needs please contact Lisa Bender at least 24 hours in advance of the meeting. Please also provide notice if you are a member, but will be unable to attend this meeting. Notice can be made via telephone: (515)281-8787 or e-mail: lbender@dhs.state.ia.us